

# HOW TO ADD A TRUST ACCOUNT THROUGH THE BUSINESS PORTAL

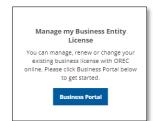
# **STEP ONE**

Go to www.orec.ok.gov and click Login Now



# **STEP TWO**

Select the Business Portal



### **STEP THREE**

Login to the Business Portal



# **STEP FOUR**

Select Trust Accounts / Trade Names/ Team Names

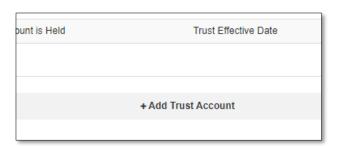
Payment of Commission

Trust Accounts/Trade Names/Team Names

Transfer Brokerage

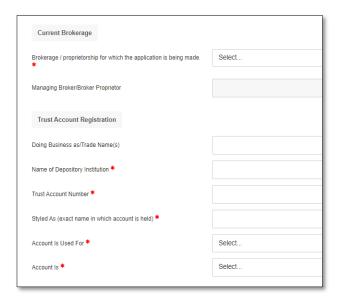
# **STEP FIVE**

# Click +Add Trust Account



## **STEP SIX**

Fill in all required trust account information and click **Submit** 



### **STEP SEVEN**

Once your trust account registration has been processed you will receive an automated e-mail message confirming the approval

This e-mail is to confirm the approval of your Trust Account request through the OREC Member Portal. The request changes will now be reflected in your Member Portal.

Please e-mail help@orec.ok.gov for any further questions.